

WELLESLEY PLANNING BOARD
REGULAR MEETING
MONDAY, AUGUST 18, 2014, 7:30 PM
GREAT HALL - TOWN HALL

MINUTES

Planning Board Present: Sara Preston, Catherine Johnson, and Jeanne Conroy

Staff Present: Michael Zehner and Ethan Parsons

Also Present: Maureen Creedon, Paul Creedon, Lise Olney, Joel Seeley, John Hart, Chris Racine, Andrea O'Toole, Matt King, and Wendy Paul

1. Call to Order

Ms. Preston called the meeting to order at 7:30 p.m. The Board members discussed that they would like staff to schedule all meetings to begin at 7:00 p.m., with administrative items to be considered earlier in the agenda, prior to 7:30 p.m.

2. Public Comments on Matters Not on the Agenda

Ms. Preston invited comments from members of the public on any matters not on the agenda. Hearing no comments, Ms. Preston moved to the next agenda item.

3. Continued Applications and/or Public Hearings

With no continued application and/or public hearings scheduled, Ms. Preston moved to the next agenda item.

4. New Applications and/or Public Hearings

a. Consider LHR-14-05 - Large House Review for 50 Woodlawn Avenue

Documents

- Staff Report for Case Number LHR 14-05, prepared for August 18, 2014 Planning Board Meeting;
- Draft Approval Agreement;
- Large House Review Application Form, submitted July 9, 2014;
- Letter from Michael Zehner to Paul and Maureen Creedon, dated June 24, 2014, regarding LHR waiver request;
- Large House Review Statement of Intent/Letter from Paul and Maureen Creedon, dated June 5, 2014;
- Email from Bill and Lorraine Murphy, received August 14, 2014;
- Letter from Lynne and Pat Pollerio, dated June 18, 2014;
- Design Review Board decision, dated July 17, 2014;
- Memo from George Saraceno to Michael Zehner, titled "Large House Review (LHR) 14-05 – 50 Woodlawn Avenue", dated August 6, 2014;

- Drainage Calculations, prepared by Michael Kosmo for Everett M. Brooks Company, dated July 7, 2014;
- Plan of Land in Wellesley, MA, prepared by Everett M. Brooks Company, dated April 8, 2014, revised July 7, 2014; and
- The following plans, titled “Home Addition & Renovation for Paul & Maureen Creedon, prepared by Williamson Building Works, LLC, dated May 9, 2014: Existing Floor Plans (EX1); Existing Elevations (EX2); Existing Section Diagram (EX3); Basement Level TLAG (TLAG1); First Level TLAG (TLAG2); Second Level TLAG (TLAG3); Basement Level Plan (A1.0); First Level Plan 1 (A1.1); First Level Plan 2 (A1.2); Second Level Plan 1 (A1.3); Second Level Plan 2 (A1.4); Building Sections (A4.2-A4.4); Building Details (A4.5); Rendered North Elevation (A5.1); Rendered West Elevation (A5.2); Rendered South Elevation (A5.3); Existing & New Elevations (A5.4-A5.5); Proposed Elevations with Exterior Lighting Fixtures (A5.6); 3D Views (A6.1); Exterior Lighting Plan (A7.1)

Ms. Preston recognized Mr. Parsons. Mr. Parsons provided the Board with an overview of the application, noting the Board’s previous approval of application waivers. Members of the Board asked questions regarding stormwater and lighting.

Ms. Preston recognized Mr. and Mrs. Creedon. Ms. Creedon discussed the proposal. The Board discussed condition #9, as recommended by staff, concerning the installation of rain barrels. The Board agreed that these should be installed to capture runoff from the roof of the new addition only. Mr. Zehner suggested alternative wording to condition #9 to address the Board’s comments.

The Board discussed the visibility of the project from abutting properties and the requirement for parking of construction and contractor’s vehicles.

With no other comments from members of the Board, Ms. Preston asked for a motion. Ms. Conroy made a motion to approve the project, as satisfying the Large House Review Standards and Criteria for Review, with the conditions recommended by staff, and condition #9 to be modified as discussed to require rain barrels to be installed to capture runoff from the roof of the new addition only. Ms. Johnson seconded the motion. Ms. Preston called for a vote. The Board voted unanimously, 3-0, to approve the motion.

b. Public Hearing on Amendments to Tree Bylaw Rules and Regulations

Documents

- Public hearing notice;
- Memo from Ethan Parsons to Planning Board, titled “Amendments to Tree Bylaw Rules and Regulations”, dated August 12, 2014; and
- Proposed amendments to Tree Bylaw Rules and Regulations, dated April 28, 2014

Ms. Preston opened the public hearing and asked Mr. Parsons to provide an overview of the amendments. Mr. Parsons explained the amendments and the basis for the changes. Ms. Preston asked for comments from the public. No one wished to speak during the public hearing.

Ms. Preston asked for motion to close the public hearing. Ms. Johnson made a motion to close the public hearing. Ms. Conroy seconded the motion. Ms. Preston called for a vote. The Board voted unanimously 3-0 to close the public hearing.

Ms. Preston called for a vote, asking for an indication of all those in favor of the amendments. Ms. Preston, Ms. Johnson, and Ms. Conroy indicated that they were in favor of the amendments. Ms. Preston indicated that the amendments were approved by the Board as presented.

c. Public Hearing on Amendments to PSI Rules and Regulations

Documents

- Public hearing notice;
- Memo from Michael Zehner to Planning Board, titled “Amendments to PSI Rules and Regulations”, dated August 12, 2014;
- Proposed amendments to PSI Rules and Regulations, dated “rev. August 18, 2014”

Ms. Preston opened the public hearing and asked Mr. Zehner to provide an overview of the amendments. Mr. Zehner discussed the changes to the Rules and Regulations. Ms. Preston requested that the word “sponsored” be added between the words “Town” and “projects” under the changes to the “Review of Application” section. The Board members discussed the basis for the changes and how they would operate. Ms. Preston asked for comments from the public. No one wished to speak during the public hearing.

Ms. Preston asked for motion to close the public hearing. Ms. Johnson made a motion to close the public hearing. Ms. Conroy seconded the motion. Ms. Preston called for a vote. The Board voted unanimously 3-0 to close the public hearing.

Ms. Preston called for a vote, asking for an indication of all those in favor of the amendments. Ms. Preston, Ms. Johnson, and Ms. Conroy indicated that they were in favor of the amendments. Ms. Preston indicated that the amendments were approved by the Board as presented.

d. Review and Issue Recommendations for August 21, 2014 ZBA Cases (Schofield School)

Documents

- Memo from Staff to Planning Board, titled “Planning Staff Recommendation – August 21, 2014 ZBA Cases (Schofield School), dated August 14, 2014;
- Letter from Jan and Dick Hyson regarding the project; and
- ZBA Application and materials.

Ms. Preston recognized Mr. Parsons. Mr. Parsons introduced the scope of the proposal, indicating that there were three separate applications: ZBA 2014-70 - Site Plan Review; ZBA 2014-59 - Variance; and ZBA 2014-60 - Water Supply Protection District Special Permit.

The Board discussed the applications, with answers and additional information provided by Joel Seeley and Chris Racine, of SMMA, Matt King (PBC), and Wendy Paul (School Committee).

Following a discussion of the applications, the Planning Board members collectively agreed that they would recommend to the ZBA that action on ZBA 2014-70 (Site Plan Review) be deferred, that ZBA 2014-59 (Variance) be granted, and that ZBA 2014-60 (Water Supply Protection District Special Permit) be granted with a condition as recommended by staff. The Board agreed with the Planning Staff's rationale for such recommendations and directed Mr. Zehner and Mr. Parsons to submit the Board's recommendations to the ZBA.

Mr. Zehner noted that their meeting package included, under separate cover, revised plans for the Fiske School project and a letter responding to questions and comments from the ZBA and the Planning Board. Mr. King and Mr. Racine discussed the changes that had been made to the project, which the Planning Board had previously reviewed and issued a recommendation on to the ZBA. Members of the Board and Mr. Racine discussed the proposed screen planting plan along the school's frontage. The Board decided not to alter the recommendation that they had previously issued.

5. Old Business

a. Review Final Parking Regulations Report

Documents

- Memo from Planning Department Staff to Planning Board, titled "Final Parking Regulations Report", dated August 15, 2014 (*a copy of the Parking Regulations Report was provided to the Board in the packages for the August 4, 2014 meeting*)

Mr. Zehner briefly discussed the Report and requested that members submit any comments or edits by the Board's next meeting on September 2, 2014.

6. New and Other Business

a. Review Draft of "Development Scenarios" Section of North 40 Report

Documents

- Memo from Michael Zehner, titled "Draft of "Development Scenarios" Section of North 40 Report", dated August 14, 2014

Mr. Zehner discussed his thoughts on the information to be contained in the "Development Scenarios" section of the North 40 Report. The members of the Board generally agreed, but did request that the section of the Report also include the policies of the Comprehensive Plan applicable to the North 40 property. Mr. Zehner indicated that he would provide the Board with a further draft for consideration at a future meeting.

b. Review Draft FY14 Planning Board Annual Report

Documents

- Memo from Michael Zehner to Planning Board, titled “Draft FY14 Planning Board Annual Report”, dated August 14, 2014; and
- Draft of “Report of the Planning Board”

Ms. Preston asked the Board if they had any questions or comments concerning the Annual Report. The members collectively agreed that the Report was acceptable as drafted. Ms. Preston declared the Annual Report, as presented, approved by consent of the Board.

7. Adjourn

Prior to adjourning, Mr. Zehner referenced a memo from him to the Board, titled “Additional Documents”, dated August 14, 2014, serving as cover for several documents. The Board did not discuss any of the attached items in detail.

Hearing no other business, Ms. Preston asked for a motion to adjourn. Ms. Conroy made a motion to adjourn. Ms. Johnson seconded the motion. Ms. Preston called for a vote. The motion was approved unanimously, 3-0.

Meeting Adjourned: 9:20 p.m.

Next Meeting: September 2, 2014

Minutes Approved: October 20, 2014

Note: A recording of this meeting is available from the Planning Department.

Michael D. Zehner, AICP
Planning Director